



PRE-CONSTRUCTION MATERIAL TRANSMITTAL FORM

SIP Project # \_\_\_\_\_ Project Address \_\_\_\_\_ Date: \_\_\_\_\_

All items checked “Required” must be submitted for review and approval prior to scheduling a Pre-Construction Meeting. Check the “Submitted” box for all items being submitted.

SIP Project Manager: \_\_\_\_\_ Phone: \_\_\_\_\_

Pre-Construction Materials Submitted by: \_\_\_\_\_  
(Sign and Print Name)

All Required Forms and Templates are available on the SDOT web site at  
[http://www.seattle.gov/transportation/stuse\\_sip.htm](http://www.seattle.gov/transportation/stuse_sip.htm).  
Submit required materials in one package.

Pre-Construction Material Submittals		
Required	Submitted	
<input type="checkbox"/>	<input type="checkbox"/>	SIP Construction Contact Form
<input type="checkbox"/>	<input type="checkbox"/>	SIP Construction Schedule Template
<input type="checkbox"/>	<input type="checkbox"/>	Request for Approval of Material Sources (RAMS) Form
<input type="checkbox"/>	<input type="checkbox"/>	Notice of Construction in the Public Right of Way Neighborhood Flyer
<input type="checkbox"/>	<input type="checkbox"/>	Certificate of Insurance for General Liability Insurance
<input type="checkbox"/>	<input type="checkbox"/>	Traffic Control Plan(s)
<input type="checkbox"/>	<input type="checkbox"/>	Temporary Lighting Plan
<input type="checkbox"/>	<input type="checkbox"/>	Temporary Signal Plan
Mix Designs are required for:		
<input type="checkbox"/>	<input type="checkbox"/>	Asphalt
<input type="checkbox"/>	<input type="checkbox"/>	Concrete
Sieve Analysis		
<input type="checkbox"/>	<input type="checkbox"/>	Aggregates
Catalog Cuts are required		
<input type="checkbox"/>	<input type="checkbox"/>	for all materials listed on the RAMS Form (except asphalt, concrete, and aggregates)
Material Samples are required for:		
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	_____
<input type="checkbox"/>	<input type="checkbox"/>	Other: _____

For Official Use Only

DATE STAMP HERE

SDOT STREET USE STAFF TO FILL OUT BOTTOM PORTION OF FORM



Seattle Department of Transportation | Street Use Division  
700 Fifth Avenue, Suite 2300 | PO Box 34996  
Seattle, Washington 98124-4996  
(206) 684-5253 | [SDOTPermits@Seattle.gov](mailto:SDOTPermits@Seattle.gov)  
STREET USE—RECEIPT OF DOCUMENTS

STREET USE RECEIVED THE FOLLOWING ITEMS FOR

SIP Project # \_\_\_\_\_ Project Address \_\_\_\_\_

<input type="checkbox"/> SIP Construction Contact Form	<p>For Official Use Only</p> <p>DATE STAMP HERE</p>
<input type="checkbox"/> SIP Construction Schedule Template	
<input type="checkbox"/> Request for Approval of Material Sources (RAMS) Form	
<input type="checkbox"/> Notice of Construction in the Public Right of Way Neighborhood Flyer	
<input type="checkbox"/> Certificate of Insurance for General Liability Insurance	
<input type="checkbox"/> Traffic Control Plans	
<input type="checkbox"/> Temporary Lighting Plan	
<input type="checkbox"/> Temporary Signal Plan	
<input type="checkbox"/> Mix Designs for <input type="checkbox"/> asphalt <input type="checkbox"/> concrete	
<input type="checkbox"/> Sieve Analysis for aggregates	
<input type="checkbox"/> Catalog Cuts	
<input type="checkbox"/> Material Samples	
<input type="checkbox"/> Other _____	
_____	